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Incorporation of N.Y. Juvenile Asylum - 1887

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New York (City) - Juvenile Asylum

ACT OF INCORPORATION

OF THE

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New York

NEW YORK

JUVENILE ASYLUM:

TOGETHER WITH THE

BY-LAWS AND REGULATIONS.

NEW YORK:

WM. L. S. HARRISON, PRINTER, 2 ANN STREET.

1851.



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NEW YORK

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AN ACT
TO INCORPORATE
THE NEW YORK JUVENILE ASYLUM.

PASSED JUNE 30, 1851. "Three-fifths being present."

The People of the State of New York, represented in Senate and Assembly, do enact as follows :

§ 1. Robert B. Minturn, Myndert Van Schaick, Robert M. Stratton, Solomon Jenner, Albert Gilbert, Stewart Brown, Francis R. Tillou, David S. Kennedy, Joseph B. Collins, Benjamin F. Butler, Isaac T. Hopper, Charles Partridge, Luther Bradish, Christopher Y. Wemple, Charles O'Connor, John D. Russ, John Duer, Peter Cooper, Apollos R. Wetmore, Frederick S. Winston, James Kelly, Silas C. Herring, Rensselaer N. Havens, John W. Edmonds, and their associates, are hereby constituted a body corporate by the name of "The New-York Juvenile Asylum," and by that name shall have the powers which, by the third title of the eighteenth chapter of the first part of the Revised Statutes, are declared to belong to corporations ; and shall be capable of taking by purchase or devise, holding and conveying any estate, real or personal, for the use and purposes of said corporation ; but such real estate shall not exceed the yearly value of twenty thousand dollars, nor be applied to any other purposes than those for which this corporation is created.

§ 2. The objects of this corporation are to receive and take charge of such children, between the ages of five and fourteen years, as may be voluntarily entrusted to them by their parents or guardians, or committed to their charge by competent authority, and to provide for their support ; and to afford them the means of moral, intellectual, and industrial education.

§ 3. The estate and concerns of said corporation shall be managed and conduct-

ed by a board of directors, of which board the mayor and presidents of the boards of aldermen and assistants, and of the board of governors of the alms-house and prison department of the city of New York, for the time being, shall be *ex-officio* members, in addition to twenty-four other persons hereinafter provided for, which board of directors shall perform the duties required of them by virtue of this act, without any compensation for their services ; and the twenty-four persons named in the first section of this act, shall constitute a part of the first board of directors, and shall be divided by lot into three classes of eight each ; and the first class shall hold their offices respectively until the second Monday of January, which shall be in the year one thousand eight hundred and fifty-three ; and the second class shall hold their offices respectively until the second Monday of January, which will be in the year one thousand eight hundred and fifty-four ; and the third class shall hold their offices respectively until the second Monday of January, in the year one thousand eight hundred and fifty-five.

§ 4. To supply the vacancies occasioned by the expiration of the term of service of the eight directors, included in the first class, eight directors shall be elected on the second Monday of January, in the year one thousand eight hundred and fifty-three, by the members of the said corporation, that is, the directors and such other persons as may have contributed fifty dollars at any one time, or three dollars within the year, to the funds of said corporation. This election shall take place under the direction of three inspectors, to be appointed by the board of directors and who shall give notice of the time and place of holding such election, by publishing the same in two daily newspapers of the city of New York, for at least two days next preceding said election. The term of office of the eight directors thus elected, shall commence on the second Monday of January, in the year one thousand eight hundred and fifty-three, and the said directors so elected, shall hold their offices respectively for three years. Annually thereafter, there shall be elected in the same manner, the same number of eight directors, who shall enter upon and hold their offices for three years, as herein above provided in regard to the eight directors elected to fill the vacancies occasioned by the expiration of the term of office of the first class of said directors. The board of directors shall have the power, and it shall be their duty, to fill all vacancies that may occur in their own body from any cause whatever, and the person so elected to fill a vacancy shall hold his office for the unexpired term of his immediate predecessor in office.

§ 5. At all the meetings of the board of directors, eight members shall constitute a quorum, for the transaction of ordinary business ; but no purchase or

conveyance of real estate, nor removal from or appointment to office shall be made, without a quorum of at least thirteen directors.

§ 6. The corporation hereby created, shall, so soon as may be practicable, procure within the city and county of New York, suitable building sites and lands, and erect and maintain thereon, an asylum for such children, as under this act, the regulations to be adopted by the board of directors, and the laws of the state and city of New York, may be entrusted or committed to the care and management of the said corporation; such asylum shall embrace the buildings necessary for the comfortable accommodation of the children therein; for their instruction, moral, intellectual and industrial; and for their general treatment in such manner as may best promote their welfare, and most fully accomplish the beneficent designs and objects of the said corporation; and until such building sites and lands shall be procured, and the permanent buildings of the asylum thereon erected and completed for use, the corporation may procure, within the city and county aforesaid, such temporary accommodation as may be necessary for its purposes.

§ 7. The said corporation may receive and take under its care and management:

1. Children between five and fourteen years of age, who, by the consent in writing, of their parents or guardians, shall be voluntarily surrendered and entrusted to it.
2. Children, between five and fourteen years of age, who may be committed to the charge of the corporation, by order of any magistrate or magistrates of the city and county of New York, as hereinafter provided.

§ 8. Children entrusted to this corporation by the voluntary act of their parents or guardians, shall be deemed to be in the lawful charge and custody of the said corporation; and such surrender shall be evidenced by a writing in form substantially as follows, viz:

"I, A. B., (father, mother or guardian as the case may be,) of C. D., (a boy or girl) aged _____ years, born in _____ do hereby surrender and entrust to 'The New York Juvenile Asylum,' for the period of _____ years, the entire charge, management and control of the said C. D., and do hereby assign to, and invest the said corporation with the same powers and control over the said C. D., as those of which I am possessed."

IN PRESENCE OF.

§ 9. Whenever any child above the age of five and under the age of fourteen years, shall be brought by any policeman of the city of New York, before the mayor or recorder, or any alderman or other magistrate of the said city, upon the allegation that such child was found in any way, street, highway or public place in said city, in the circumstances of want and suffering, or abandonment, exposure or neglect, or of beggary, specified and defined in the eighteenth section of the act entitled "an act relative to the powers of the common council of the city of New York, and the police and criminal courts of said city," passed January 23, 1833, and it shall be proved to the satisfaction of such magistrate, by competent testimony that such child is embraced within the said section, and it shall further appear to the satisfaction of such magistrate by competent testimony or by the examination of the child, that by reason of the neglect, habitual drunkenness or other vicious habits of the parents or lawful guardian of such child, it is a proper object for the care and instruction of this corporation, such magistrate instead of committing such child to the almshouse of said city, or to such other place, if any, as may have been provided by the common council thereof, in his discretion by warrant in writing under his hand, may commit such child to this corporation to be and remain under the guardianship of its directors, until therefrom discharged in manner prescribed by law; such commitment shall be by warrant in substance as follows :

To A. B., one of the policemen of the city of New York: You are hereby commanded to take charge of A. B., a child under the age of fourteen and above the age of five years, who has been proved to me by competent evidence to be embraced within the eighteenth section of the act entitled "an act relative to the powers of the common council of the city of New York, and the police and criminal courts of said city," approved January 23, 1833, and who also appears to my satisfaction to be a proper object for the care and instruction of the corporation created by an act entitled "an act to incorporate The New York Juvenile Asylum," passed 1851, and to deliver the said child without delay to the said corporation at its house of reception in this city; and for so doing this shall be your sufficient warrant.

Dated this day of 18 :

But no variance from the preceding form shall be deemed material, provided it sufficiently appear upon the face of the warrant that the child is committed by the magistrate in the exercise of the powers given him by this act.

§ 10. Any order so made by any such magistrate, shall be executed by any policeman to whom it shall be delivered by the magistrate, by conveying the child therein named, to the house of reception to be established by this corporation, and such child shall be detained in such house of reception until discharged or removed therefrom, in the manner hereinafter provided.

§ 11. Immediately upon the making of any such order, the magistrate making the same, shall deliver to a policeman of the city, a notice in writing addressed to the father of such child, if its father be living and resident within the city, and if not, then to its mother, if she be living and so resident; and if there be no father or mother of such child resident within the city, then addressed to the lawful guardian of such child, if any, or to the person with whom, according to the examination of the child, and the testimony, if any, received by such magistrate, such child shall reside; in which notice the party to whom the same is addressed, shall be informed of the commitment of such child to the house of reception of this corporation, and shall be notified that unless taken therefrom in the manner prescribed by law, within ten days after the service of such notice, the child therein named, will be sent to the asylum of this corporation.

§ 12. Such notice shall be served by the policeman to whom it shall be delivered, by delivering the same to the party to whom it shall have been addressed, personally, or by leaving it with some person of sufficient age, at the place of residence or business of such party; and it shall be the duty of such policeman immediately to report the fact, and the time and manner of such service to the magistrate.

§ 13. If the party to whom such notice shall have been addressed, or any other person, shall, within the time therein specified, prove to the satisfaction of the magistrate issuing the same, that the circumstances of want and suffering, or other circumstances described in the eighteenth section of the aforesaid act, passed January 23d, 1833, under which such child shall have been found, have not been occasioned by the habitual neglect or misconduct of the parents or lawful guardian of such child, then it shall be the duty of such magistrate, by order in writing, addressed to the superintendent of the house of reception of this corporation, to direct such superintendent to deliver such child to the custody of the party named in such order, who shall thereupon be entitled to take such child from the said house of reception.

§ 14. If such proof shall not be produced, within the time above prescribed, it shall be the duty of the magistrate by whom the child shall have been committed to the house of reception, to make and transmit to the superintendent thereof,

a notice in writing to that effect, and thereupon the child named in such notice shall be removed from such house of reception to the asylum of this corporation.

§ 15. If any child who has been previously arrested and delivered to the parent or guardian, as herein before provided, shall again be found in either of the conditions described in the eighteenth section of the act aforesaid, the magistrate before whom such child is brought, upon proof thereof, may forthwith make a final order for committing such child to the care and instruction of this corporation, without giving the notice provided for in section eleventh of this act.

§ 16. If at any time after a child shall have been committed to the said New York juvenile asylum, as above provided for in this act, it shall be made to appear to the satisfaction of the board of directors of the said asylum that such child was on insufficient cause, false or deficient testimony, or otherwise wrongfully or improvidently so committed, the said board of directors shall on the application of the parents, guardian, or other protector of such child, discharge the child from the said asylum, and restore it to such parents, guardian or protector; and also, if after a child shall have been properly committed to the said New York juvenile asylum, by virtue and in pursuance of the provisions of this act, any circumstances should occur, that in the judgment of the board of directors of the said asylum would render expedient and proper a discharge of said child from said asylum, having a due regard to the welfare of the child, and the purposes of the asylum, the said board of directors, on the application of the parents, guardian or protector of such child, may, in their discretion, discharge the child from the said asylum and restore it to its parents, guardian or protector; on such reasonable conditions as the said board of directors may deem right and proper.

§ 17. The said corporation shall have power, and it shall be their duty, whenever any child entrusted or committed to their charge, shall, by the commission of any infamous crime, or by confirmed habits of vagrancy, have become so degraded and debased as to be an improper subject for their care and management, to return such child to the committing magistrate, or other proper authorities, to be disposed of in due course of law.

§ 18. The said corporation shall have power, in its discretion to bind out or indenture, as clerks or apprentices, to some profession, trade, or employment, the children entrusted or committed to its charge; and for a shorter or longer period, not exceeding, however, in the case of girls, the age of eighteen years; and, in that of boys, the age of twenty-one years.

§ 19. No person receiving an apprentice under the provisions of this act,

shall be at liberty to assign or transfer the indenture of apprenticeship, or to let out or hire for any period the services of such apprentice, without the consent in writing of the directors of this corporation. In case the master of such apprentice shall be dissatisfied with his or her conduct or behaviour, or for any other cause, may desire to be relieved from said contract, upon application the said directors may, in their discretion cancel the said indenture of apprenticeship; and resume the charge and management of the child so apprenticed, and shall have the same power and authority in regard to it, as before the said indenture was made.

§ 20. If any master shall be guilty of any cruelty, misusage, refusal or neglect to furnish necessary provisions or clothing, or any other violation of the terms of indenture or contract toward any such child so bound to service, such child may make complaint thereof to the board of directors of this corporation, or to two justices of the peace of the county in which such child is so bound to service, or to the mayor, recorder, or aldermen of any city in which such child is bound to service, or to any two of them, who shall summon the parties before them, and examine into, hear and determine the said complaint; and if upon such examination the said complaint shall appear well founded, they shall by certificate under their hands, discharge such child from his obligation of service, and restore him or her to the charge and management of this corporation in the same manner, and with like powers as before the indenture of such child.

§ 21. No person shall accept from any journeyman or apprentice, indentured as aforesaid, any contract or agreement, nor cause him or her to be bound by oath or otherwise during his or her term of service, that such journeyman or apprentice shall not set up his or her trade, profession or employment in any particular place, shop or cellar; nor shall any person exact from any journeyman or apprentice, after his or her term of service is expired, any money or other thing for using or exercising his or her trade, profession or employment in any place.

§ 22. Every security given contrary to the provisions contained in the last preceding section of this act, shall be void, and any money paid or valuable thing delivered for the consideration, in part or in whole, of any such agreement or exaction, may be recovered back with interest, by the person paying the same; and every person accepting such agreement, causing such obligation to be entered into, or exacting money or other thing as aforesaid, shall forfeit one hundred dollars to the apprentice or journeyman from whom the same shall have been received.

§ 23. Upon the death of any master to whom any child may have been bound

to service, under the provisions of this act, the executors or administrators of such master may, with the consent of the child so bound to service, signified in writing, acknowledged and approved by the board of directors of this corporation, assign the indenture or contract of such service to some other person, which assignment shall transfer to and vest in such assignee all the rights of the original master, and also make him subject to all his obligations.

§ 24. The board of directors of this corporation shall be the guardians of every child, bound or held, for service, by virtue and in pursuance of the provisions of this act. They shall take care that the terms of the contract be faithfully fulfilled, and that such person be properly treated; and it is hereby made their special duty to inquire into the treatment of every such child, and redress any grievance in manner prescribed by law. And it shall be the duty of the master or his assignee, to whom any such child shall be bound to service, and he shall, by the terms of the indenture, be required, as often as once in every six months, to report to the said board of directors, the conduct and behaviour of the said apprentice or child so bound to service, and whether such apprentice is still living under the care of the person to whom he was originally bound, and if not, where else he may be.

§ 25. The board of directors of the said corporation, shall on or before the second Monday of January, in each and every year, make a detailed report to the legislature of the state, and the common council of the city of New York of the whole number of children received into the asylum during the year, specifying their sex, place of nativity, age, residence, health at the time of admission, state of education, religious instruction, whether their parents are living or dead, temperate or intemperate, the time devoted to instruction, the nature and amount of punishment, the cases of disease, the number apprenticed, or who shall have escaped, died, been restored to parents or guardians, or returned to the committing magistrates during the year, and also such information as they may have received of the conduct of those who have been bound out or apprenticed, as well as the facts generally in relation to the performance of their duties; also their industrial occupations, with their results; the receipts, expenditures and financial condition of the corporation, and its general operations, with their results.

§ 26. It shall be the duty of the common council of the city of New York, by committee or otherwise, in its discretion, to visit and inspect the said New York juvenile asylum twice at least in each year.

§ 27. To provide the pecuniary means for the establishment and support of

the said New York juvenile asylum, whenever it shall be proved to the board of supervisors of the city and county of New York, by the affidavit or affirmation of the president and secretary of the said asylum, that fifty thousand dollars in money or approved securities, have by voluntary subscription or otherwise, been raised for the purposes of such asylum, and deposited to the credit of that corporation in one of the incorporated banks of the city of New York, or of the banks formed under the general banking law, the said board of supervisors may in their discretion raise and collect a like amount of fifty thousand dollars by tax upon the real and personal property of the said city and county, to be so levied and collected at the same time, and in the same manner as the contingent charges and expenses of the said city and county are levied and collected. Such moneys so raised by this corporation, and the said board of supervisors, to be together expended by said corporation in procuring the necessary buildings, sites and lands, in erecting and furnishing the necessary buildings, and in defraying the current expenses of the said asylum, until its permanent buildings shall be completed.

§ 28. In each and every year thereafter the said board of supervisors shall, in the same manner levy and collect by tax, and pay over to the said New York juvenile asylum, for the uses and purposes thereof, a sum not exceeding forty dollars per annum, and proportionally for any fraction of a year, for each child which by virtue and in pursuance of the provisions of this act, shall be entrusted or committed to the said asylum from the city and county of New York, and shall be supported and instructed therein; but the sum so to be collected and paid by the said board of supervisors for each child so received, supported and taught in the said asylum, shall in no case exceed the lowest cost of support and government of a child of the same age, in any of the public institutions at present under the care of the ten governors of the alms house and prisons department of the said city. The moneys so to be received from the said board of supervisors, together with all other moneys raised by the said New York juvenile asylum, to be applied to the payment of the current expenses, and for the perfect establishment and general support of the said asylum.

§ 29. Whenever any child properly chargeable upon the fund placed by law at the disposal of the commissioners of emigration, shall agreeably to the provisions of this act, be received, supported and instructed in the said New York juvenile asylum, the said corporation shall be entitled to receive therefor from that fund forty dollars per annum, and proportionally for any fraction of a year, for every such child so received, supported and instructed in said asylum; but

in no case shall the sum so received exceed the lowest expense to the city and county of New York, of a child of the same age in any of the public institutions under the charge of the ten governors of the alms house and prisons department of the said city and county.

§ 30. The schools established and maintained by the New York juvenile asylum, shall participate in the distribution of the common school fund in the same manner and degree as the common schools of the city and county of New York.

§ 31. This act shall take effect immediately.

STATE OF NEW YORK, }
SECRETARY'S OFFICE. }

I hereby certify that I have compared the foregoing with an original law on file in this office, and that it is a correct transcript therefrom, and of the whole of said original.

Given under my hand and seal of office, at the city of Albany, this
[L. s.] 10th day of July, 1851.
(Signed,)

A. G. JOHNSON, Dep. Sec. of State.

EXTRACT FROM

AN ACT Relative to the powers of the Common Council of the city of New York, and the Police and Criminal Courts of the said city. Passed January 23, 1833, and referred to in Sections 9 and 13 of the foregoing law.

“ The People of the State of New York, represented in Senate and Assembly, do enact as follows :

“ § 18. If any child shall be found in a state of want, or being abandoned or improperly exposed, or neglected by their parents, or such other persons as may have them in charge, or soliciting charity from door to door, or in any street, highway, or public place within said city, the mayor and recorder, or any two aldermen, or two special justices of said city, shall, on complaint, and competent proof thereof, commit such child to the alms-house, or to such other suitable place as the common council may from time to time establish or designate ; there to be detained, kept, educated, employed and instructed, in such proper manner, and at such suitable labor, as such children may be able to perform, and as will have a tendency to fit them to become useful citizens, until discharged therefrom by due course of law, or by the commissioners of the alms-house of said city, or until bound out by said commissioners ; and the aforesaid provisions shall extend to the children of all such persons as may be convicted of being common prostitutes, or keepers of bawdy-houses, or houses for the resort of common prostitutes.”

BY-LAWS AND REGULATIONS
OF THE
NEW YORK JUVENILE ASYLUM.

CHAPTER FIRST.

ARTICLE I.

Of the Name of the Corporation ; its Objects ; its Annual Meeting for the Election of Directors ; and the Annual and other Meetings of the Board of Directors.

Name.

§ 1. The name of this Corporation is "The New York Juvenile Asylum."

Objects.

§ 2. The objects of this Corporation are to receive and take charge of such children between the ages of five and fourteen years, as may be voluntarily entrusted to it by their Parents or Guardians, or committed to its charge by competent authority ; to provide for their support ; and to afford them the means of moral, intellectual and industrial education.

Annual Meeting of Corporation.

§ 3. The annual meeting for the election of Directors is to be held on the second Monday of January, in the year 1853, and annually thereafter on the same day, as required by the Charter.

Annual Meeting of the Board of Directors.

§ 4. An annual meeting of the Board of Directors for the election of officers shall be held on the first Wednesday after the Annual Election, at such time and place as the Board shall determine.

Stated Meetings of the Board of Directors.

§ 5. The Board of Directors shall also meet statedly, for the dispatch of business, on the third Wednesday of every month, at half-past 7 P. M.

§ 6. Special meetings of the Board may, at any time, and, on the request in writing of any Standing Committee or of any three Directors, shall be called by the President, and the object of such meeting shall be stated in the call therefor.

Quorum.

§ 7. At all meetings of the Board of Directors, eight members constitute a quorum for the transaction of ordinary business; but no purchase, or conveyance of real estate, nor appointment to, or removal from office, can be made without a quorum of at least thirteen Directors.

Order of Business.

§ 8. At all stated meetings of the Board of Directors, the order of business shall be as follows, unless otherwise specially ordered:

1. The reading and approving of the minutes.
2. Reports or communications from officers of the Board, or of the Asylum.
3. Reports from Standing Committees.
4. Reports from Special Committees.
5. Unfinished business.
6. Special orders.
7. New business.

§ 9. At all special meetings of the Board of Directors, unless by unanimous consent, no other business shall be in order except that for the consideration of which such meetings are respectively called.

ARTICLE II.*Of the Officers of the Corporation and Board of Directors; their Election; Tenure of Office and Duties.*

§ 1. The Officers of the Board of Directors shall be a President, 1st and 2d Vice Presidents, a Secretary, and a Treasurer,—who shall also be Officers of the Corporation. They shall severally be elected by ballot, at the Annual Meeting of

the Board of Directors, and shall hold their offices respectively for one year, and until others shall be chosen in their places. At the same meeting there shall also be elected by ballot the following Standing Committees, composed of three members each :

1. A Committee on Finance.
2. " on Supplies.
3. " on Indenturing.
4. " on Correspondence.
5. " on Visiting.
6. " on Instruction.
7. " on Employments.
8. " on Buildings and Repairs.
9. " on Applications.

Of the Duties of the President and Vice Presidents.

§ 2. The President shall preside at all meetings of the Corporation, and Board of Directors ; he shall preserve order, and decide all questions of order subject to appeal ; he shall appoint all Special Committees, unless otherwise ordered ; he may, in his discretion, call Special Meetings of the Board of Directors, and shall do so on the request in writing of any Standing Committee or of any three Directors. It shall also be his duty to apply for, and receive from the Comptroller of the city at such times, and in such sums as the Finance Committee may order, all moneys due from the City to the Asylum under its Act of Incorporation ; and to cause the same to be deposited to the credit of the Asylum, in such Bank as the Board of Directors may order.

§ 3. In case of the absence or inability of the President, the Vice Presidents in their order, and in case of the absence or inability of both the President and Vice Presidents, a temporary Chairman shall be appointed for that purpose by the Board of Directors, who shall, for the time, possess the powers, and discharge the duties of the President.

Of the Duties of the Secretary.

§ 4. The Secretary shall have charge of the Charter, Seal and Records of the Asylum, and of the Board of Directors ; he shall attend all meetings of the Board, and keep accurate minutes of its proceedings, which, when approved by the Board, he shall record in its journal. He shall also record at full length, in a separate book to be provided for that purpose, the Act of Incorporation of the Asylum, and all the Ordinances, Regulations, and By-Laws passed by the Board of Directors.

He shall also file and preserve all papers relative to applications for appointment to office in the Asylum, and shall also notify the Directors of each meeting at least two days before the meeting. The members of the Board shall have free access, at all reasonable times, to all the papers, records, &c., in charge of the Secretary.

Of the Duties of the Treasurer.

§ 5. The Treasurer shall have the charge of, and be responsible for all Deeds, Contracts, and Securities, and also all moneys belonging to the Asylum, from whatever source derived, and shall deposit the said moneys, and keep the same on deposit until properly disbursed, in such Bank in the City of New York as may be ordered by the Directors; and the account thereof in such Bank shall be kept in the name of "*The New York Juvenile Asylum.*" The Treasurer shall pay all demands against the Asylum or the Board of Directors, properly audited and certified. And no money shall be drawn out of Bank except on the check of the Treasurer, countersigned by the President, or in his absence by either of the Vice Presidents, and for the payment of demands against the Asylum. He shall keep a book in which all moneys which shall come to his hands for the account of the Asylum shall be debited to him, and in which shall be credited all moneys which shall have been properly disbursed by him for the same account. The Treasurer's book shall, at all reasonable times, be open to the inspection of the Board of Directors. The Treasurer shall give security for the faithful discharge of his duties, as the Board of Directors shall require, and at each stated meeting shall submit a concise exhibit of the funds of the Corporation.

ARTICLE III.

OF THE STANDING COMMITTEES.

§.1. Of the Finance Committee.

It shall be the duty of the Finance Committee,

1. To pay over to the Treasurer, all moneys received by them for account of the Institution, either for membership or as donations.
2. To audit and direct the payment of all bills against the Asylum; and no bill shall be paid by the Treasurer unless audited and approved by the Committee and certified by the Chairman.

3. To invest and manage the surplus funds of the Asylum under the directions of the Board.

4. Under the authority of the Board, to employ an Agent or Agents to obtain members, and subscriptions, and donations, to the funds of the Asylum, and to collect the latter.

§ 2. Of the Committee on Supplies.

The Committee on Supplies shall make or authorize all purchases of Provisions, Stores, or other articles consumed, and raw materials used by the Asylum; and the certificate of the Chairman of this Committee shall be produced before any bill for such supplies shall be passed by the Finance Committee.

§ 3. Of the Indenturing Committee.

1. The Indenturing Committee shall inquire into the history, character and condition of the pupils, in reference to the propriety of discharging them from the Asylum, and also into the character and fitness of all persons who may propose to take a pupil as an apprentice or servant, and decide on such applications; but no pupil shall be bound to any trade or occupation unless, in the opinion of the Committee, his or her constitution is physically and mentally fitted for such trade or occupation.

2. Whenever the Committee shall be satisfied that a pupil ought to be discharged, they shall make a brief entry of their opinion in a book to be provided for the purpose, together with the grounds upon which it is founded.

3. The Committee shall enter the name, occupation, and place of residence of every person who may propose to take a pupil as an apprentice or servant, together with their opinion of his or her fitness, and the reasons in brief for their opinion.

4. The book in which these entries shall be made shall be left with the Superintendent, and by him be submitted to the Visiting Committee.

5. This Committee shall meet every two weeks.

§ 4. Of the Committee on Correspondence.

The Committee on Correspondence shall keep themselves advised of the state and condition of the pupils who may have been apprenticed, and for such purpose, semi-annually at least, shall correspond with the master of each apprentice, and with the apprentice himself, and thus inform themselves of his health, condition, and progress; preserve a record, and when required, report such correspondence to the Board.

§ 5. *Of the Visiting Committee.*

1. The Visiting Committee shall meet at least semi-monthly, to visit the Institution and acquaint themselves with the condition of the buildings and grounds ; with the manner in which the resident officers discharge their duties ; and with the conduct of the pupils. They shall record the result of their examinations and such suggestions as they deem important in reference to the management of the Asylum, in a book to be provided for the purpose, which shall be laid before the Board of Directors at each stated meeting.

2. The Visiting Committee shall possess such executive and supervisory powers as shall be conferred upon them by the Board of Directors, and exercise the same, subject to such regulations and instructions as may be given them by the Board.

§ 6. *Of the Committee on Instruction.*

1. The Committee on Instruction shall have the supervision of the schools, and shall report to the Board such facts in relation to them as they may think necessary.

2. It shall be the duty of this Committee, at least once in two months, to examine both the boys and girls, in reading, writing, arithmetic, and such other branches as may be taught ; and no boy under fourteen years of age, shall be bound out to any occupation whatever, until this Committee shall have been first consulted as to his attainments in those branches.

§ 7. *Of the Committee on Employments.*

The Committee on Employments shall suggest and recommend to the Board of Directors for their approval, such kinds of arts, and trades, and labor, as may be most conveniently carried on in the Asylum, and best adapted to the age, mental capacity, and physical strength of the pupils, and which, at the same time, may promise some aid in the support of the Institution, and some advantage to the individual after he may leave the Asylum ; and when the Board of Directors vote to introduce any such employment, it shall become the duty of this Committee to see that it is properly commenced and pursued.

§ 8. *Of the Committee on Buildings and Repairs.*

1. The Committee on Buildings and Repairs shall take charge of all buildings which may be ordered to be constructed, and see that they are completed in compliance with the plans and specifications approved by the Board, and that the materials used, and work done, are of proper quality.

2. They shall also advise all material repairs and alterations ; examine and report to the Board on all plans and specifications which may be referred to them ; and superintend all repairs or alterations while being made.

§ 9. *Of the Committee on Applications.*

This Committee shall receive and decide upon all applications for admission into the Asylum, under such regulations as the Board may from time to time establish.

§ 10. *Of Reports of Committees.*

All the Standing Committees shall present at each regular meeting of the Board, a statement of their proceedings and those of their agents, during the month preceding ; and at the close of the year a general Report.

CHAPTER SECOND.

OF THE OFFICERS OF THE JUVENILE ASYLUM—THE TENURE OF THEIR OFFICES—
THE MODE OF THEIR APPOINTMENT AND REMOVAL, AND THEIR DUTIES.

ARTICLE I.

Of the Officers of the Juvenile Asylum—the tenure of their offices, and the mode of their appointment and removal.

§ 1. The officers of the Juvenile Asylum shall be a Superintendent, Physician, Matron, and such assistants as the Institution may require—Teacher, and Steward.

§ 2. The Superintendent shall be appointed by the Board, and shall hold his office during the pleasure of the Board. He shall nominate all his subordinate officers, who, if approved, shall be appointed by the Board.

§ 3. Seven affirmative votes shall be necessary for the appointment or removal of a Superintendent. A majority shall in all cases be necessary to a choice.

§ 4. The mode of appointment shall be as follows: The members of the Board shall openly nominate such person or persons as they may think fit for the office which is about to be filled. An informal ballot shall then be taken, and the result shall be openly declared. The Board may then order another informal ballot, or proceed to make the appointment, or postpone it, as may be thought expedient.

ARTICLE II.

Of the general duties of the Officers of the Juvenile Asylum.

§ 1. It shall be the duty of all the officers of the Juvenile Asylum, except the Physician, to reside at the Institution, and none of the subordinate officers shall leave it without permission from the Superintendent, or the consent of the Board.

§ 2. All the subordinate officers, except the Physician, in addition to the appropriate duties of their respective offices, shall act as aids to the Superintendent in preserving good order among the pupils, in guarding against escapes, and generally in the maintenance of the rules and discipline of the institution. They shall also perform such other services as shall be required of them from time to time, by the Superintendent or the Board.

ARTICLE III.

Of the duties of the Superintendent.

§ 1. It shall be the duty of the Superintendent to take charge of the Asylum, to see that the subordinate officers are punctual and faithful in the discharge of their duties, and that the Regulations and By-Laws of the Asylum are carefully observed.

§ 2. He shall enter in books to be provided for the purpose, the name and age of every pupil, with a brief description of the person, the time when received, whence and by whom sent, the previous habits of life, the age, sex, and the nativity, habits, profession or calling of parents, and if apprenticed, the name and place of residence of the person to whom apprenticed, and in case of death, the time and cause of death, together with such other facts relative to the individuals, as he may think worthy of preservation.

§ 3. He shall keep a journal, in which he shall record daily, everything relating to the Asylum deemed worthy of notice, which shall be submitted to the Visiting Committee whenever they meet for the transaction of business.

§ 4. He shall, under the direction of the Committee on Supplies, procure the necessary supplies for the Asylum, and shall purchase such materials as may be wanted for the employment of the pupils, and dispose of the articles manufactured by them, and of such of the products of the Asylum as are not wanted for consumption or use.

§ 5. He shall keep an account of all purchases of materials for the employment of the pupils, and the cost of delivering the same at the Asylum, and of all moneys received for manufactured articles sold.

§ 6. He shall keep an accurate account of the current expenses of the Asylum, and shall credit therein, at their cash value, the products consumed in the Asylum, the moneys received from contractors for the services, and the moneys received for the support of inmates.

§ 7. He shall lay before the Indenturing Committee all applications for clerks or apprentices, and the names of such of the pupils as he thinks may properly be discharged from the Asylum, or apprenticed.

§ 8. It shall be his duty to see that visitors are never admitted at improper times; and that no clandestine correspondence is carried on between them or others and the pupils.

§ 9. He shall be responsible for the proper discipline of the pupils.

§ 10. The general superintendence of both the male and female departments of the Asylum, shall be entrusted to the Superintendent, who shall be accountable to the Board of Directors for the faithful discharge of his duty. All orders of the Board, respecting the internal management of the Asylum, shall be given through him, and he shall see that these, and all other rules and regulations which may be from time to time adopted, are strictly enforced ; and that the officers and other persons in the employment of the Asylum are diligent in the discharge of their respective duties ; that the health and comfort of the children, and their intellectual, moral and industrial improvement are properly regarded ; and that all the concerns of the Asylum, which come under his cognizance, are managed with the strictest economy. In the discipline of the children, it shall be his duty to be mild, firm, judiciously rewarding the meritorious, and punishing the guilty with promptness, justice, and impartiality. It shall be the duty of the Superintendent to report semi-monthly to the Visiting Committee the number of children in the Asylum, with such additions and departures as have occurred during each week, the number in each grade, the manner in which they are employed, the amount of work done, the supplies received, and such other information as he may think worthy of notice, or as may be required by the Board. It shall be his duty to render to said Visiting Committee a semi-monthly account of the work done by the children, and for whom it was done, and of all receipts and payments made by him, on account of the Asylum.

§ 11. He shall, under the direction of the Committee on Correspondence, conduct all the correspondence of the Committee.

§ 12. He shall report to the Directors, for their approbation, all such regulations, in regard to the distribution of the duties among those employed in the Asylum, as he may find requisite and convenient.

§ 13. He shall, at each stated meeting of the Board, present a report of the state of the Asylum, together with such facts connected with the same as may be deemed of interest.

§ 14. He shall be ready at all times, to perform whatever other services shall be required of him by the Directors, not inconsistent with the performance of the duties herein prescribed.

ARTICLE IV.

Of the Duties of the Matron.

§ 1. The Matron shall have the general charge of the domestic concerns of the Asylum.

§ 2. She shall attend to the cleanliness, and good order, and ventilation of the apartments ; shall have the care and direction of the sewing, clothing, bedding, washing, ironing, cooking and baking.

§ 3. She shall see that all the female assistants are faithful and diligent in the discharge of their duties, discreet and regular in their deportment, and that they observe all the regulations of the Asylum.

§ 4. She shall see that the sick receive proper attention, and, if any female assistant has failed to be faithful, or shall be guilty of any improper conduct, abuse of trust or neglect of duty, she shall report the case immediately to the Superintendent.

§ 5. She shall be ready to perform such other reasonable services as shall be required of her by the Superintendent.

ARTICLE V.

Of the Duties of the Teachers.

§ 1. The Teacher shall have charge of the pupils during the hours appropriated for study, and shall be responsible for their conduct while under his direction. He shall also impart to them, from time to time, as well upon the week days as on the Sabbath, suitable moral instruction, with a view to inspire them with correct principles of action and improve their habits.

§ 2. The Assistant Teachers shall aid the Teacher in the discharge of his duties and shall be under his general supervision.

§ 3. They shall take charge of the boys' recreations, shall be present at their meals, and at the daily settlements, and shall assist in the general management of the Asylum, taking charge of boys engaged in the domestic work of the Asylum not otherwise disposed of.

§ 4. They shall, at the opening of the school, see that all the pupils are present, and immediately report to the Superintendent any that may be missing. They shall be responsible for all under their charge, and shall preserve order and good government in their departments.

ARTICLE VI.

Of the Duties of the Physician.

§ 1. The Physician shall visit the Juvenile Asylum and inspect the pupils with a view to ascertain the state of their health, at least once a week, and shall make such suggestions to the Superintendent as he shall think needful, in regard to the regimen of the pupils, and the best methods of preventing disease.

§ 2. He shall attend promptly all calls in cases of sickness, and shall repeat his visits as often as the Superintendent shall think needful.

ARTICLE VII.

Of the Steward.

§ 1. The Steward shall, under the general direction of the Superintendent, receive and take care of the provisions and supplies provided for the Juvenile Asylum, and see that they are properly distributed, and accurate accounts kept of the same.

§ 2. He shall be the farmer, and have charge of all the implements and cattle, and all other necessary articles pertaining to the farm, and shall be responsible for the economical use and preservation of the same.

§ 3. He shall make such purchases as may be directed by the Board or Committee of Supplies, and attend to the engaging and discharging such adult help as may be temporarily employed on the farm.

§ 4. He shall keep correct and methodical accounts of all receipts and expenditures relating to the farm; and of all the labor performed on the farm by the pupils of the Asylum.

§ 5. He shall observe all the regulations of the Asylum, and see that they are observed by all persons employed on the farm, and shall immediately report every instance of remissness therein to the Superintendent.

§ 6. He shall exercise a judicious and proper oversight of all the boys entrusted to his charge, and see that they return punctually to the house at the appointed hour.

§ 7. He shall be ready, at all times, to perform whatever reasonable services may be required by the Superintendent.

CHAPTER THIRD.

MISCELLANEOUS PROVISIONS.

ARTICLE I.

MODE OF GOVERNMENT.

Of Grades.

§ 1. All pupils when received shall be placed, as soon thereafter as the Superintendent shall direct, in the Probationary grade, and afterwards divided according to character and conduct, into four grades. The most exemplary being placed in the first grade; those who are less worthy, in the second; those who stand still lower, in the third; and the least tractable in the fourth. Any pupil who may be proved guilty of profaneness, lying, stealing, attempting to escape from the Asylum, or any other grossly bad conduct, may be expelled from the grades, for a longer or shorter period, according to the aggravation of the offence. Pupils under expulsion shall not be allowed any play or conversation, their food shall be bread and water, and when not at work or in school, they shall be confined in solitude. Pupils in the fourth grade shall be deprived of play and conversation. Those in the third grade may play and converse with each other, but not with the pupils in the other grades. Pupils in the second and first grades may converse and play together, and have the privilege of using the books in the library. From these two grades pupils may be selected as monitors, and for other places of confidence and honor. Pupils in the first grade may be distinguished by an appropriate badge, and be indulged with other privileges at the discretion of the Superintendent, under the general direction of the Board.

Of Punishments.

§ 2. The punishments allowed in the Institution shall consist chiefly in bad marks, loss of grade, deprivation of play, and confinement in solitude. A regular account shall be opened with each pupil, in which he shall be charged with bad marks that he may have incurred for his faults, and credited with good marks that may be awarded him for meritorious conduct. The bad marks shall be settled for by good marks or the infliction of such punishment as their number may require; and the good marks may be rewarded at the discretion of the Superintendent.

Of Cleanliness.

§ 3. When a child is received into the Asylum, he shall, if necessary, be thoroughly washed, and decently clothed. If thought expedient, he may be kept apart from the other pupils, for a longer or shorter time, according to his age and habits of life. When a pupil is dismissed from the Asylum, with the approbation of the Board, he shall be furnished with a suit of decent and comfortable clothing, a bible, and such good advice as he may be thought to stand most in need of.

Of Distribution of Duties.

§ 4. The time of the pupils shall be occupied, on week days, as nearly as practicable in the following manner: School, six hours, including recesses; work five hours; residue at meals, and in recreation. In the months of January, February, November and December, the hour for rising shall be half-past six o'clock. In March, April, September and October, six o'clock. In May, June, July and August, half past five o'clock. The hour for bed, throughout the year, shall be not later than nine o'clock. The exercises of each day shall be commenced and closed by reading a selection from the Holy Scriptures.

Of Employments.

§ 5. The work of the boys may consist in gardening, tailoring, shoe-making, the plaiting of straw and palm leaf, the manufacture of brass nails, and such other kinds of labor as may be approved by the Board of Directors. The girls shall be employed in cooking, washing, ironing, scouring, sewing, knitting, and such other kinds of work as may be suitable to their sex, and directed by the Board.

§ 6. No play or conversation shall be allowed among the children, while engaged at their work, on parade, at meals, or after they have retired to their sleeping rooms.

§ 7. The food of the children may consist of beef, mutton, fish, bread, rice, potatoes, hasty-pudding, milk, milk-porridge, and cocoa; subject to such additions and alterations as the Board may from time to time direct. On Christmas, New Year's, and Thanksgiving days, and on the Fourth of July, the children may be allowed food of a better kind than usual, and be exempt from their ordinary occupations.

§ 8. The children shall be required to wash their faces and hands, and have their heads combed, at least once a day. As often as once a week they shall wash their necks and feet, and change their shirts and socks; and, whenever the season will permit, they shall have the benefit of bathing. Personal cleanliness shall be rewarded, and the want of it punished, at the discretion of the Superintendent.

§ 9. Every part of the house shall be swept daily, except on the Sabbath, and the floors scoured once a week, or oftener, if required. The beds and bed-clothing shall be kept clean, and nothing offensive shall be allowed to remain in any part of the house or yards.

§ 10. No communication whatever shall be allowed between the boys and girls, nor shall they ever be permitted to pass into the apartments or yards of each other, unless directed to do so by an officer.

§ 11. Permission may be obtained by citizens to visit the Asylum on Fridays only, between three and six o'clock in the afternoon, in summer; and from two to four o'clock in winter. This rule shall be varied only for the accommodation of strangers temporarily in the city. And in all cases, a permit from one of the Directors shall be required for admission.

The last Thursday in January, April, July, and October, from one o'clock until five o'clock in the afternoon, shall be specially appropriated to the visits of the parents and friends of the children, under such restrictions as may be prescribed by the Superintendent. No conversation respecting the discipline of the Institution shall be allowed in the presence of the children, and no visitor shall be allowed to speak to a child without permission of an officer.

Of Admission of Pupils.

§ 12. No boy not sent by public authority, shall be admitted into the Asylum, unless by the consent of two Directors; and unless the parent or guardian, if any there be, shall have surrendered him to the Institution, and shall also have entered into an obligation to receive him back, if after a trial of three months, the Directors shall choose to return him, and also not to interfere in the management of the child, and not to visit him without the consent of a Director, nor ask or receive any compensation for his services, nor induce or attempt to induce any child to leave the Asylum, or the family or station in which the Directors may place him. No pupil shall be retained in the Asylum who, from his character or other cause, is likely to interfere with the improvement of the pupils, or otherwise injuriously affect them.

Pupils at Board.

§ 13. When any parent or guardian shall desire to place a boy in the Asylum, and pay in whole or in part for his maintenance and education, the Board of Directors may in their discretion admit him on such terms and conditions as they shall think proper.

Visits of Relatives.

§ 14. No relative or acquaintance of any pupil shall interfere in the management of the pupil, or be permitted to visit him except in presence of the Superintendent, unless by special permission of the Visiting Committee.

Of the Admission of Pupils.

§ 15. Pupils may be received from any city or town in this State, provided the town or city will become responsible for their maintenance and support during their continuance in the Asylum, and provided that they shall not be charged less than sixty dollars per annum for each pupil.

§ 16. These Rules, though chiefly made with reference to the Boys, shall also regulate the government of the Girls, so far as the same may be found applicable. Such additional rules as may be necessary for the internal management of the Asylum, may be made by the Superintendent, provided the same be not incompatible with these, or any other rules adopted by the Board of Directors; and he shall from time to time report the same to the Board.

§ 17. These By-Laws and Regulations may be altered or amended at any stated meeting, provided that notice of such proposed amendment or alteration has been given at a previous meeting, and that the Secretary has notified each Director of the nature of the proposed amendment at least three days previous to said meeting.







